<u>GUIDELINES FOR PROJECT PREPARATORY DOCUMENT</u>

A **preparatory document** for a project is a detailed document that outlines key aspects of the project before actual development begins. It serves as a blueprint to ensure clarity, alignment, and proper planning.

1. Project Overview:

   - Project name

   - Purpose and goals

   - Expected outcomes

2. **Scope & Objectives**

   - Features to be included

   - Features explicitly excluded

3. **Technical Specifications**

   - Tech stack (frontend, backend, database, tools)

   - Architecture overview

   - Integration details (APIs, third-party services)

4. **User Roles & Functionalities**

   - Define user roles (e.g., Admin, Educator, Student)

   - Describe functionalities for each role

5. **Data Flow & Structure**

   - High-level ERD (Entity-Relationship Diagram)

   - Data model design (tables, relationships)

6. **Development Approach**

   - Methodology

   - Development phases

7. Risk Assessment & Mitigation

   - Payment Failures – Implement retry mechanisms

8. Testing Strategy and Logging

   - UnitTesting - Junit & Mockito

   - Integration Testing: Postman for APIs

   - User Acceptance Testing: Test with real mobile numbers & sandbox

     payments

9. Project Timeline & Milestones